



U.S. Department of Housing and Urban Development



## Annual Homeless Assessment Report (AHAR) Update #4

Prepared by the AHAR Research Team

April 2005

Abt Associates Inc.

The University of Pennsylvania Center for Mental Health Policy and Services Research

During the month of March, the AHAR team conducted conference calls with representatives from AHAR communities to discuss the summary table shells. (These shells provide estimates of the total count of people who used participating and non-participating *emergency shelters or transitional housing* in each jurisdiction during the covered period.) In addition to sharing information about how these shells were constructed and how they are to be completed, the AHAR team obtained useful information about the types of assistance that AHAR communities will need to complete the shells.

As a follow-up to these calls, we are taking several steps. First, we are developing a “super” Excel version of the AHAR table shells that links the four program-household type shells with the summary table shell. A draft of the super Excel spreadsheet is now being tested. We will be mailing a CD with the super Excel spreadsheets and instructions to all AHAR communities during the week of April 11<sup>th</sup>.

Second, the team is offering one-on-one conference calls with every software solution provider that supports an AHAR community. Our aim is to provide technical support to those providers who are planning to develop “canned” AHAR reports as well as providers that will be advising the communities that they serve on the AHAR table shells. This technical support will augment what the team is already providing directly to the AHAR communities. Software solution providers that would like to schedule a conference call should contact **Adrienne Smith at 301-634-1764**.

We also learned during the recent conference calls that there is an inconsistency in the guidance that we previously provided on how to count providers, clients and beds in the AHAR jurisdiction. Our revised guidance is discussed below.

Other items in this update include:

- A comprehensive listing of geocodes, CoC codes, and FIPS codes associated with the AHAR communities (at the end of the update); and

- An Excel spreadsheet to help communities calculate bed coverage for the local AHAR report (separate file attached to the update).

## **WHICH *PROVIDERS* ARE COUNTED AS PART OF THE AHAR JURISDICTION?**

Each provider listed in your Housing Activity Chart (see Exhibit 1 of your most recent Continuum of Care SuperNOFA application) has a geocode associated with it. The geocode represents a Community Development Block Grant (CDBG) jurisdiction and identifies the geographic location of each provider. Only providers that have a geocode that corresponds with the AHAR jurisdiction should be included in your community's AHAR report.

Several communities have asked where they can locate the correct geocodes, as well as CoC codes and FIPS codes. (Note that the CoC and FIPS code are part of the Program Identification Information data element in the HMIS data standards.) We have assembled the various codes for all the AHAR communities in an exhibit at the end of this update. Most AHAR jurisdictions that are "Urban Counties" will need to use the FIPS codes to exclude some providers that are located within their geographic boundaries but are not in the CDBG jurisdiction. For further information, please contact:

- Alvaro Cortes (301-634-1857 or [alvaro\\_cortes@abtassoc.com](mailto:alvaro_cortes@abtassoc.com))

## **WHICH *CLIENTS* ARE INCLUDED IN THE LOCAL AHAR REPORT?**

Previously, we indicated that clients could be included in the local AHAR report as long as the intake occurred within the AHAR jurisdiction. This guidance was intended primarily to enable programs that provide scattered-site housing to determine which clients to include in the AHAR table shells.

It was recently pointed out to us that this guidance is not consistent with the way providers/beds are counted in the Housing Activity Chart (based on geographic location). Because the Housing Activity Chart is used for reporting coverage for the AHAR, it is possible that some beds would be counted as part of an AHAR community's bed coverage but the clients using these beds would not be part of the AHAR table shells because the intake occurred outside of the jurisdiction.

To address this inconsistency, we have revised the guidance as follows: *AHAR communities should count all clients who were served by the providers/beds located in the AHAR jurisdiction.*

As indicated above, the geographic location of providers/beds is based on each provider's geocode from the Housing Activity Chart. This approach ensures that providers/beds and clients served by these providers are identified and included in the AHAR consistently.

## **WHICH BEDS ARE INCLUDED IN AN AHAR COMMUNITY'S BED COVERAGE?**

With few exceptions, all emergency shelter and transitional housing beds located in the AHAR jurisdiction should be included in an AHAR community's bed coverage calculation. This includes seasonal beds that are available for daily use but are only available for a few months during the year (e.g., winter months). Seasonal beds will be counted in proportion to the number of days they are available during the data collection period (February 1 – April 30, 2005).

Some types of beds should not be included in an AHAR community's bed coverage. These include:

- Overflow beds (e.g., "code blue" beds)
- Voucher beds that function like overflow beds.

Overflow beds are available from time to time, typically as a result of extremely cold weather, a natural disaster, or other conditions that suddenly increase the demand for shelter beds. Unlike seasonal beds, overflow beds are not available for daily use throughout a particular time period.

Voucher beds that function like overflow beds whose availability is sporadic should not be counted for AHAR purposes. However, voucher beds that are available year-round or seasonally should be counted in the bed coverage calculation.

*Although overflow and voucher beds that function as overflow beds are not included in an AHAR community's bed coverage calculation, clients who use these beds should be counted in the AHAR report if providers report on the clients using them.*

## **SPREADSHEET FOR CALCULATING BED COVERAGE**

Accompanying this update is an Excel spreadsheet that will be a useful tool to help you calculate the bed coverage and number of year-round equivalent beds in the AHAR community. This information is needed to complete the AHAR table shells. The spreadsheet is nearly identical to the Exhibit 1 Housing Activity Chart in your Continuum of Care SuperNOFA Application, with the exception of six columns that were added to the right-hand side of the exhibit. To simplify the use of this spreadsheet you can copy and paste the information from your Housing Activity Chart into this spreadsheet for the projects that are in your AHAR community. Two of the six

columns that were added require you to enter new information. For each project, you will need to enter the number of seasonal beds that report to HMIS and the number of days during the AHAR time period (February 1 through April 30, 2005) that the seasonal beds are available. The other four added columns are automated calculations from the information that was entered.

The spreadsheet will also be valuable to help you document the providers/beds that are included in your AHAR reports (including both HMIS-participating and non-participating providers) and to ensure your bed counts and information on homeless persons using the beds are from the same providers/beds. (*Only providers with the geocode that corresponds to the AHAR jurisdiction should be included in the spreadsheet.*) More detailed information and instructions are provided on the front-end of the attached spreadsheet.

**CoC Codes, Geocodes and FIPS Codes for AHAR Communities**

	CoC Code	COC Name	AHAR Community	Geocode	FIPS Code		
					State	County	Place
<b>Original 80 AHAR Communities</b>							
1	AZ-500	Rural Arizona CoC	FLAGSTAFF	040144	04	005	23620
2	AZ-502	Maricopa CoC	PHOENIX	040330	04	013	55000
3	CA-501	City and County of San Francisco	SAN FRANCISCO	063228	06	075	67000
4	CA-506	County of Monterey	SEASIDE	063444	06	053	70742
5	CA-507	Marin County	MARIN COUNTY	069041	06	041	99041
6	CA-510	Stanislaus County Housing & SS Collaborative	MODESTO	062292	06	099	48354
7	CA-514	Fresno/Madera CoC	FRESNO	061410	06	019	27000
8	CA-600	County of Los Angeles, Ca	LOS ANGELES	062118	06	037	44000
10	CA-600	County of Los Angeles, Ca	LOS ANGELES COUNTY <sup>1</sup>	069037	06	037	99037
9	CA-600	County of Los Angeles, Ca	PICO RIVERA	062766	06	037	56924
11	CA-601	City of San Diego Consortium	SAN DIEGO	063210	06	073	66000
12	CA-602	County of Orange, Ca	MISSION VIEJO	062286	06	059	48256
13	CA-607	Pasadena Community Development Commission	PASADENA	062724	06	037	56000
14	CA-608	County of Riverside	MORENO VALLEY	062367	06	065	49270
15	CO-500	State of Colorado	CROWLEY COUNTY	089025	08	025	99025
16	CO-503	Metropolitan Denver Homeless Initiative	ADAMS COUNTY	089001	08	001	99001
17	CT-502	Hartford CoC	HARTFORD	090492	09	003	37000
18	CT-503	Bridgeport CoC	STRATFORD	091104	09	001	74260
19	DC-500	District of Columbia Homeless Services	WASHINGTON	110006	11	001	50000
20	DE-500	CoC Delaware	WILMINGTON	100336	10	003	77580
21	FL-500	Sarasota/Mantee CoC	SARASOTA	122766	12	115	64175
22	FL-503	Polk/Hardee/Highlands County CoC	POLK COUNTY <sup>1</sup>	129105	12	105	99105
23	FL-504	Volusia County CoC	DELTONA	120738	12	127	17200
24	FL-514	Ocala/Marion County CoC	MARION COUNTY <sup>1</sup>	129083	12	083	99083
25	GA-500	Atlanta Tri- Jurisdictional	ATLANTA	130174	13	089 (De Kalb)	04000
					13	121 (Fulton)	04000
26	GA-501	Georgia CoC	MACON COUNTY	139193	13	193	99193
27	GA-501	Georgia CoC	OCONEE COUNTY	139219	13	219	99219
28	GA-504	Augusta-Richmond County	AUGUSTA-RICHMOND <sup>2</sup>	130192	13	245	04200

	CoC Code	COC Name	AHAR Community	Geocode	FIPS Code		
					State	County	Place
29	IL-510	Chicago CoC	CHICAGO	171296	17	031 (Cook)	14000
					17	043 (DuPage)	14000
30	IL-511	Cook County CoC	COOK COUNTY <sup>1</sup>	179031	17	031	99031
31	KY-500	Commonwealth of Kentucky CoC	HARDIN COUNTY	219093	21	093	99093
32	LA-502	Northwest Louisiana	BOSSIER CITY	220192	22	015	08920
33	LA-506	Slidell/Livingston/St. Helena	SLIDELL	221698	22	103	70805
34	MA-500	City of Boston	BOSTON	250282	25	025	07000
35	MA-512	City of Lawrence	LAWRENCE	251194	25	009	34550
36	MA-519	Greater Attleboro and Taunton CoC	ATTLEBORO	250126	25	005	02690
37	MD-601	Montgomery County, Maryland	MONTGOMERY COUNTY <sup>1</sup>	249031	24	031	99031
38	MI-501	City of Detroit CoC	DETROIT	261698	26	163	22000
39	MI-503	Macomb County CoC	MACOMB COUNTY <sup>1</sup>	269099	26	099	99099
40	MI-504	Oakland County CoC	FARMINGTON HILLS	262096	26	125	27440
41	MI-508	Lansing, East Lansing/Ingham County CoC	LANSING	263456	26	045 (Eaton)	46000
					26	065 (Ingham)	46000
42	MI-509	Ann Arbor/Washtenaw County CoC	WASHTENAW COUNTY <sup>1</sup>	269161	26	161	99161
43	MN-500	Minneapolis/Hennepin County CoC	HENNEPIN COUNTY <sup>1</sup>	279053	27	053	99053
44	MN-501	St. Paul/Ramsey County CoC	ST PAUL	274164	27	123	58000
45	MN-502	Southeast/South Central Minnesota Regional CoC	ROCHESTER	273930	27	109	54880
46	MN-506	Northwest Minnesota CoC	NORMAN COUNTY	279107	27	107	99107
47	MN-508	West Central Minnesota CoC	MOORHEAD	273198	27	027	43864
48	MN-512	Washington County CoC	WASHINGTON COUNTY	279163	27	163	99163
49	MS-501	Mississippi Balance of State CoC	HATTIESBURG	280630	28	035 (Forrest)	31020
					28	073 (Lamar)	31020
50	MS-501	Mississippi Balance of State CoC	HUMPHREYS COUNTY	289053	28	053	99053
52	MT0500	State of Montana CoC	GREAT FALLS	300342	30	013	32800
51	MT-500	State of Montana CoC	BILLINGS	300066	30	111	06550
53	NE-501	City of Omaha	COUNCIL BLUFFS	191134	19	155	16860
54	NJ-501	Bergen County	BERGEN COUNTY	349003	34	003	99003
55	NJ-503	Camden City/Camden County	CAMDEN	340414	34	007	10000
56	NJ-510	Ocean County CoC	BRICK TOWNSHIP	340318	34	029	99029
57	NV-500	Southern Nevada CoC	CLARK COUNTY <sup>1</sup>	329003	32	003	99003
58	NY-502	Chemung County CoC	ELMIRA	362000	36	015	24229

	CoC Code	COC Name	AHAR Community	Geocode	FIPS Code		
					State	County	Place
59	NY-505	Syracuse/Clay/Onondaga County CoC	ONONDAGA COUNTY <sup>1</sup>	369067	36	067	99067
60	NY-600	New York City Coalition on the CoC	NEW YORK CITY	364436	36	005 (Bronx)	51000
					36	047 (Kings)	51000
					36	061 (New York)	51000
					36	081 (Queens)	51000
					36	085 (Richmond)	51000
61	NY-603	Suffolk County CoC Group	ISLIP TOWN <sup>3</sup>	363160	36	103	38000
62	OH-502	Cuyahoga County/Cleveland Coc	CLEVELAND	391104	39	035	16000
63	OH-507	Ohio Balance of State	LANCASTER	392634	39	045	41720
65	OH-507	Ohio Balance of State	PUTNAM COUNTY	399137	39	137	99137
64	OH-507	Ohio Balance of State	SPRINGFIELD	394998	39	023	74118
66	OK-503	State of Oklahoma	MIDWEST CITY	402016	40	109	48350
67	PA-500	City of Philadelphia	PHILADELPHIA	425451	42	101	60000
68	PA-507	Central-Harrisburg Region of Pennsylvania	LYCOMING COUNTY	429081	42	081	99081
69	PA-507	Central-Harrisburg Region of Pennsylvania	SNYDER COUNTY	429109	42	109	99109
70	PA-601	Southwest Pennsylvania CoC	WESTMORELAND COUNTY	429129	42	129	99129
72	TX-600	Dallas Homeless CoC	DALLAS	481338	48	085 (Collins)	19000
					48	113 (Dallas)	19000
					48	121 (Denton)	19000
					48	257 (Kaufman)	19000
					48	397 (Rockwall)	19000
73	TX-602	Houston/Harris County	HOUSTON	482514	48	157 (Fort Bend)	35000
					48	201 (Harris)	35000
					48	339 (Montgomery)	35000
71	TX-603	El Paso CoC	EL PASO	481680	48	141	24000
74	VA-500	Richmond CoC	CHESTERFIELD COUNTY	519041	51	041	99041
75	VA-507	Portsmouth CoC	PORTSMOUTH	511236	51	740	64000
76	VT-501	Chittenden County	CHITTENDEN COUNTY	509007	50	007	99007
77	WA-500	Seattle-King County CoC	SEATTLE	531392	53	033	63000
78	WA-501	State of Washington CoC	ADAMS COUNTY	539001	53	001	99001
79	WA-501	State of Washington CoC	SKAGIT COUNTY	539057	53	057	99057
80	WI-500	State of Wisconsin CoC	FOREST COUNTY	559041	55	041	99041

	CoC Code	COC Name	AHAR Community	Geocode	FIPS Code		
					State	County	Place
<b>Contributing Communities</b>							
1	IA-500	Sioux City/Dakota County CoC	STATE OF IOWA	CoC SuperNOFA Application	Visit: <a href="http://geonames.usgs.gov/fips55.html">http://geonames.usgs.gov/fips55.html</a>		
	IA-501	Iowa Balance of State					
	IA-502	Des Moines/Polk County					
2	LA-503	New Orleans/Jefferson Parish CoC	NEW ORLEANS	221296	22	071	55000
3	MA-509	Cambridge CoC	CAMBRIDGE	250396	25	017	11000
4	MD-501	Baltimore City CoC	BALTIMORE	240066	24	510	04000
5	MI-506	Grand Rapids/Wyoming/Kent County CoC	GRAND RAPIDS	262544	26	081	34000
6	MO-500	St. Louis County CoC	ST. LOUIS COUNTY	299189	29	189	99189
					29	037 (Cass)	38000
					29	047 (Clay)	38000
					29	095 (Jackson)	38000
					29	165 (Platt)	38000
8	OH-500	Cincinnati/Hamilton County CoC	CINCINNATI	391062	39	061	15000
9	OH-505	Dayton/Kettering/Montgomery County CoC	DAYTON	391362	39	113	21000
10	OR-501	Portland/Gresham/Multnomah County CoC	PORTLAND	411098	41	005 (Clackamas)	59000
					41	051 (Multnomah)	59000
					41	067 (Washington)	59000
11	RI-500	State of Rhode Island	RHODE ISLAND	See CoC SuperNOFA Application	Visit: <a href="http://geonames.usgs.gov/fips55.html">http://geonames.usgs.gov/fips55.html</a>		
12	TN-500	Chattanooga/Southeast Tennessee CoC	CHATTANOOGA	470336	47	065 (Hamilton)	14000
					47	115 (Marion)	14000
13	TN-501	Memphis/Shelby County CoC	MEMPHIS	471242	47	157	48000
14	VA-500	Richmond/Henrico, Chesterfield, Hanover Cty CoC	RICHMOND	511308	51	760	67000
15	WA-506	Spokane County CoC	SPOKANE	531488	53	063	67000
16	WV-500	Wheeling/Weirton County CoC	WHEELING	541446	54	051	86452

- 1 This AHAR community is an urban county that contains one or more CDBG jurisdictions within them. Information from providers located in these other CDBG jurisdictions should be excluded from the community's AHAR bed coverage and table shells. Each CDBG jurisdiction within these urban counties should be identified on page 1 (Application Summary) of your 2005 Continuum of Care SuperNOFA Application. For more information, please contact Alvaro Cortes.

- 2 The Augusta-Richmond jurisdiction is defined by the U.S. Census Bureau as a consolidated city rather than a place. This jurisdiction should use the consolidated city code (04200) as its place code.
- 3 The Islip Town jurisdiction is defined by the U.S. Census Bureau as a county subdivision rather than a place. This jurisdiction should use the county subdivision code (3800) as its place code.